

Example 15

ENVIRONMENTAL MANAGEMENT PROGRAMS FOR <u>Comply with</u> <u>l</u> <u>Environmental Legislation and Regulations</u>		Form 15 Completed by: <u>Jeff Miller</u> Date: <u>5/10/00</u>	
1. Target <i>Comply with environmental Requirements</i>			
2. Target Leader <i>George Smith</i>			
3. Environmental Performance Indicator <i>% in compliance</i>			
4. Program Description and Progress Status 1. <i>Conduct environmental audit to determine % in compliance with:</i> <i>a. Gas Dispensing Regulations</i> <i>b. Underground Storage Tank (UST) Act under RCRA</i> <i>c. Used Oil Regulation</i> <i>d. Clean Air Act provisions for freon</i> 2. <i>Develop an action plan to maintain compliance or to become complaint with the appropriate regulation</i>			
5. Budget <i>\$6,500.00</i>			
6. Tasks	Person Responsible	Estimated Completion Dates	Status
1. <i>Conduct environmental audit</i>	<i>George Smith</i>	<i>9/1/01</i>	<i>audit being scheduled</i>
2. <i>Develop an action plan</i>	<i>George Smith and Jeff Miller</i>	<i>10/1/01</i>	<i>not started</i>

Example 15

ENVIRONMENTAL MANAGEMENT PROGRAMS FOR <u>Reduce Waste Disposal</u>		Form 15 Completed by: <u>Jeff Miller</u> Date: <u>5/10/00</u>	(Continued) <u>Jeff Miller</u>
1. Target <i>Reduce municipal waste 20% by 12/31/01</i>			
2. Target Leader <i>Jeff Miller</i>			
3. Environmental Performance Indicator <i>tons per month</i>			
4. Program Description and Progress Status <i>The target is to reduce municipal waste 20% by 12/31/01. We currently produce an average 5.5 tons of municipal waste per month. We need to reduce the amount of waste to 4.4 tons per month.</i>			
5. Budget <i>\$500.00 (anticipate return of money on project)</i>			
6. Tasks	Person Responsible	Estimated Completion Dates	Status
<i>1. Recycle paper</i>	<i>Stacey Murphy</i>	<i>6/30/01</i>	<i>30% - have received bids</i>
<i>2. Recycle cardboard</i>	<i>Stacey Murphy</i>	<i>7/30/01</i>	<i>15%- sent out bids</i>
<i>3. Recycle plastic</i>	<i>Jeff Miller</i>	<i>9/30/01</i>	<i>10% Evaluated types of plastic used.</i>

Example 15

ENVIRONMENTAL MANAGEMENT PROGRAMS FOR <u>Improve Quality of Storm Water Discharge</u>		Form 15 Completed by: <u>Jeff Miller</u> Date: <u>5/10/00</u>	(Continued) <u>Jeff Miller</u>
1. Target <i>Reduce oil and grease and total suspended solids in storm water by 30% by 6/30/98</i>			
2. Target Leader <i>George Smith</i>			
3. Environmental Performance Indicator <i>mg/l</i>			
4. Program Description and Progress Status <i>1. First test showed oil and grease at 23 mg/l and total suspended solids at 589 mg/l</i> <i>2. Evaluate Best Management Practices (BMPs) to lower both pollutants</i> <i>3. Test samples on quarterly</i> <i>4. Implement Best Management Practices (BMPs)</i>			
5. Budget <i>First year \$750.00</i>			
6. Tasks	Person Responsible	Estimated Completion Dates	Status
<i>1. First Test</i>	<i>George Smith</i>	<i>5/10/01</i>	<i>Completed not started</i>
<i>2. Evaluate BMPs</i>	<i>Jeff Miller</i>	<i>Third Quarter</i>	<i>25%</i>
<i>3. Test quarterly</i>	<i>George Smith and Jeff Miller</i>	<i>9/30/01</i>	<i>not started</i>
<i>4. Implement BMPs</i>	<i>George Smith and Jeff Miller</i>	<i>4/1/01</i>	

Example 15

ENVIRONMENTAL MANAGEMENT PROGRAMS FOR <u>Improve Quality of</u> <u>Storm Water Discharge</u>		Form 15 Completed by: <u>Jeff Miller</u> Date: <u>5/10/00</u>	(Continued) <u>Jeff Miller</u>
1. Target <i>Enclose petroleum products in above ground storage containers by 9/1/01</i>			
2. Target Leader <i>Jeff Miller</i>			
3. Environmental Performance Indicator <i>% completed</i>			
4. Program Description and Progress Status <i>The first part of the program is to list the above ground storage containers containing petroleum products. The next phase is to evaluate and determine the best alternative to enclosing these containers.</i>			
5. Budget <i>\$1,000</i>			
6. Tasks	Person Responsible	Estimated Completion Dates	Status
<i>1. List containers</i>	<i>Jeff Miller</i>	<i>6/30/01</i>	<i>not completed</i>
<i>2. Evaluate various alternatives</i>	<i>Jeff Miller</i>	<i>11/31/01</i>	<i>not completed</i>
<i>3. Begin Implementing Alternatives</i>	<i>Jeff Miller</i>	<i>5/1/01</i>	<i>not completed</i>
<i>4. Complete Implementation</i>	<i>Jeff Miller</i>	<i>9/1/01</i>	